

# **Park Board Meeting Minutes: Monday, April 4<sup>th</sup>, 2011**

~ Meeting called to order at 6:10 pm by Committee Chair Andy Beiser.

~ Attendance:

- Committee Members Present:
  - Trustee Andy Beiser, Trustee Chris Boucher, Trustee Joe Roehrick, Lani Stanek, & David Reetz
- Others Present:
  - Jenny Reese, Tori Revoir, Steve Volkert, Chris Hardy (DPW), & Trustee Sherry Livingstone

## **Public Participation**

- Jenny informed the parks board that the Lord of the Lakes Thrift store has offered to help families in need of financial assistance for park programs. They are looking right now to have about \$500.00 available to help pay for registration fees for families as needed, but this dollar amount is not set in stone. At this time, Jenny was approached by two families who were very appreciative and thankful of this funding assistance. Jenny just wanted to inform the board of this generous assistance program Lord of the Lakes Thrift store is providing families.

## **Procedure for putting up tents in parks for rentals**

- Jenny just wanted to double check and make sure there wasn't a policy for putting up large tents in the parks with rentals on weekends. She was contacted by a potential rental who was inquiring about rules and regulations for having large tents and Jenny informed the individual that they would need to call digger's hotline prior to the tent being put up by the tent company. Park board agreed this was the only action that must be completed if a tent is going to be used in the parks when renting park/pavilions.

## **Approve Overnight Camping in Marble Park - May 13, 2011 for Plant Sale**

- Jenny read the following request that was in writing from Wayne & Allys Rudisill: Our garden group is requesting permission for overnight parking at Marble Park on the night of May 13<sup>th</sup> to guard our plants and items for our perennial plant sale to be held on May 14<sup>th</sup>. Jim and Karen Wirch will be parked there with their RV.
- Motion was made by Joe Roehrick and seconded by Chris Boucher to allow overnight parking of a RV in Marble Park by the garden group (Jim and Karen Wirch) on Friday, May 13. All ayes.

## **2011 Parks Caretaker**

- Jenny continued to have contact with Randy Doverspike, but ultimately he is unable to accept the position if it would be offered to him because he would not feel he would work enough hours in this position to survive financially. In addition, Jenny is hesitant to offer the position to the father/son combo as she feels this is not the best scenario for this position. Another application was received, Andy Kintopf, and he would be the lead candidate at this time. Jenny will have Lieutenant Olson complete a background check on him and will get in contact with him. No recommendation was made tonight for the position and we will make a recommendation for the caretaker position at our April 20<sup>th</sup> meeting.

## **Employment/Staff**

- Jenny informed the parks board that all applicants approved last month accepted his/her position with the exception of one lifeguard applicant who has now decided to stay in Green Bay for the summer and not return home from college.
- Tori and Jenny met with all staff for their first staff inservice/training on Sunday, March 27<sup>th</sup> for about an hour. At the meeting, staff were introduced and information was shared regarding how the village parks department operates. Also, the new employee manual was presented and discussed along with all paperwork (new hire form, w-2s, etc.) being handed out. In addition, staff made decisions on uniform sizes and all those have been ordered. Next staff meeting is Sunday, May 1<sup>st</sup> 2:00 pm at the Village Hall.

## **Swimming and Recreation Programs**

- Currently have 325 players registered for baseball/softball/incrediball leagues. Deadline was last week, but still taking late registrations. League meetings happened on Wednesday, March 30<sup>th</sup> and tryouts were all day on Saturday, April 2<sup>nd</sup>. All rec. staff helped out at tryouts and everything went well. We have make-up tryouts on Sunday, April 10<sup>th</sup>. The week of April 11<sup>th</sup> all teams will be selected for the various leagues and decisions made on schedules and rules for the leagues. Jenny will have Lieutenant Olson complete background checks on all her volunteer coaches in the leagues and she will work on finalizing sponsors for all league teams.
- Swimming lessons and morning recreation program registration forms will be available at the end of this week (Friday, April 8<sup>th</sup>). We have already heard positive feedback regarding changes we are making to our programs for this summer.

## **Direction on CIP Projects for 2011 (handout from last month's meeting)**

- Chris Hardy (DPW) reviewed handout on the capital projects plan for the park and gave a brief overview of the projects of most importance to accomplish this spring.
- Requesting parks board members continue prioritizing projects and making decisions toward what direction to go with funds/projects as we continue in the months to come.
- Motion made by Joe Roehrick and seconded by Lani Stanek to recommend to the village board to approve expenditure for the following CIP projects: Winneconne Park Channel Wall Wood Face Repairs, Lake Winneconne Park East Shelter Rubber Roof Replacement, and Marble Park Playground Repair Drainage from excess funds from Lake Winneconne Park Drive Widening. All ayes.

## **Change Mowing Contract to Bohm Lawn Care - \$11,340.00**

- Chris Hardy (DPW) informed the parks board he has made several contacts to Commercial Services (Dan Markert) and he has been non-responsive.
- Chris contacted Bohm Lawn Care to see if they were interested and they responded with interest and a bid slightly lower than Commercial Services.
- Motion was made by Joe Roehrick and seconded by David Reetz to recommend to the village board the approval of the park mowing contract for 2011 to Bohm Lawn Care in the amount of \$11,340.00. All ayes.

~ Next Meeting: Monday, May 9<sup>th</sup> 6:00 pm at the Village Hall

~ Motion made by Joe Roehrick and seconded by Lani Stanek to adjourn this meeting at 6:35 pm to the meeting scheduled on April 20<sup>th</sup> at 8:45 am. All ayes.